



## Invitation to Bid HNS 21-30

**NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.**

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>2609 Dundeen St</b>		<b>Washington Heights Neighborhood</b>
<b>Bid Walk: 2/4/2021 at 10:00 am (THURSDAY)</b>		
<b>Bid Opening: 2/12/2021 at 5:00 pm (FRIDAY)</b>		
Client Name: Debbie Alexander		Rehab only
Project Manager: Elizabeth Lamy		Contact Number: 704-620-9090

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at 704-620-9090.

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be received via email no later than the above-mentioned date and time. Emailed bids will not be opened until the listed Bid Opening time.**



**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **2609 Dundeen St** to be funded through the City of Charlotte Housing & Neighborhood Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Addenda # 1 Dated: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Addenda # 2 Dated: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

**Project Schedule: (A DATE must be included here or the bid will be nonresponsive)**

**Completion Deadline: (please provide projected completion date with bid submission)**

***Please Print and Sign:***

Company Name/Firm: \_\_\_\_\_

Authorized Representative Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Elizabeth Lamy Santos  
Rehabilitation Specialist  
City of Charlotte  
Housing & Neighborhood Services  
600 E. Trade St.  
Charlotte, NC 28202  
PH: (704) 336-3333 desk  
(704) 620-9090 cell  
[elizabeth.lamy@charlottenc.gov](mailto:elizabeth.lamy@charlottenc.gov)

HOUSING & NEIGHBORHOOD  
SERVICES

# Work Specification

Prepared By:  
**City of Charlotte Housing & Neighborhood Services**  
**600 E. Trade Street**  
**Charlotte, NC 28202**  
**(704) 336-7600**

## Property Details

Address: 2609 Dundeen St  
Charlotte, NC 28216

Owner: Debbie L Alexander

Owner Phone: Cell: (704) 430-2388

Structure Type: Single Unit

Program(s): Healthy Homes

Square Feet: 1404

Year Built: 1961

Property Value: 110100

Tax Parcel: 06906233

Census Tract:

Property Zone:

Tested- NO LEAD  
Targeted WH

## Fiberglass Bathtub and Shower Surround

### BATHROOM - MAIN

Install a 5' white Swan or equivalent 3-piece, fiberglass bathtub and surround. Caulk all seams and penetrations. Include new single handled tub/shower diverter valve and drain.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Room Semi Gloss

### BATHROOM - MAIN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Prep & Paint Ceiling

### BATHROOM - MAIN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths.

Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

\*\*\*Price includes repairing popcorn ceiling finish to match existing.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Grab Bars

### BATHROOM - MAIN

Install 1 1/2" diameter S/S Grab Bars on 3 walls at height of 36" (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Room Semi Gloss

### BATHROOM - MASTER

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Ceiling

### BATHROOM - MASTER

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths.

Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Fiberglass Walk-In Shower - Complete

## BATHROOM - MASTER

Install Mustee or equivalent fiberglass shower pan unit equivalent to existing tub size, complete with fiberglass surround, and single lever shower diverter, shower rod and water saving shower head. Caulk all seams and penetrations.

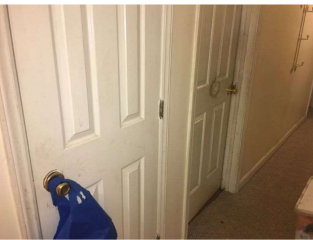


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prehung Door Interior

## BEDROOM

Install a 1- 3/8" prehung, door including casing both sides and lockset. Match existing style and finish.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Carpet & Pad

## BEDROOM

Contractor to move furniture as required to complete carpet installation and return furniture. Remove existing carpet, pad, tack strips and metal edge strips to a code legal dump. Install 28oz or better low VOC carpet over 6 lb. rebond pad including new tack strips and metal edging. Owner's choice of color and style.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Carpet & Pad

## BEDROOM - MASTER

Contractor to move furniture as required to complete carpet installation and return furniture. Remove existing carpet, pad, tack strips and metal edge strips to a code legal dump. Install 28oz or better low VOC carpet over 6 lb. rebond pad including new tack strips and metal edging. Owner's choice of color and style.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Carpet & Pad

### BEDROOM 2

Contractor to move furniture as required to complete carpet installation and return furniture. Remove existing carpet, pad, tack strips and metal edge strips to a code legal dump. Install 28oz or better low VOC carpet over 6 lb. rebond pad including new tack strips and metal edging. Owner's choice of color and style.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Resilient Flooring

### DEN

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Flooring material is to be vinyl interlocking planks and be waterproof. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Door - Exterior

### EXTERIOR

### Exterior

Cover ground with drop cloth. Scrape loose, cracked, peeling, and blistered paint from exterior side of door, jamb, casing and trim. Feather edges and dull gloss with sandpaper. Tack rag all surfaces. Spot prime and topcoat with owner's choices of premixed acrylic latex semi-gloss.

\*\*\*Work includes painting all associated exterior trim, including the wooden threshold



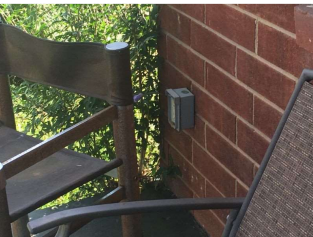
Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## GFCI Device Exterior Cover

### EXTERIOR

### Exterior

Replace damaged receptacle cover with a code approved weather proof box like existing. Receptacle is on left of the front face of the home.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost



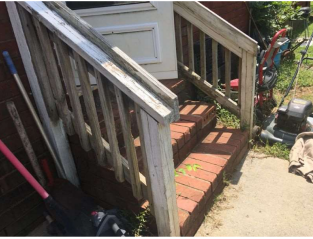
# Work Specification

## Prep and Paint Hand Rails - Right Side Steps

EXTERIOR

Exterior

Prep and paint the hand railings with white paint to match existing.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Crawl Space Access Door

EXTERIOR

Exterior

Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp.



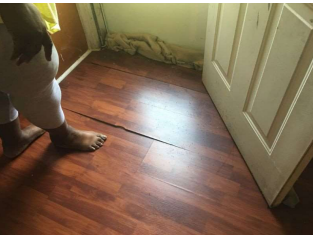
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prehung Metal Door - Kitchen

EXTERIOR

Exterior

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight. New casing and shoe molding will match existing. Apply primer and topcoat. This installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Aluminum Storm Door - Kitchen

EXTERIOR

Exterior

Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$



# Work Specification

## Exterior "Walker" Steps - Front Porch

EXTERIOR

Exterior

Install steps and handrails constructed with treated lumber, located off of the front porch. Railings shall be built to current Building Code. Steps shall be approx. 4' wide and have treads that are wider than typical steps - approximately 18" wide, and have a riser height of no more than 6".



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Concrete Porch Slab - Front Porch

EXTERIOR

Exterior

Clean and clear any dirt, residue and debris. If necessary, etch the concrete to prepare for painting. Spot repair any cracks or pits with grout. Paint concrete with an acrylic-based primer/sealer and slip-resistant paint (textured). Apply at least two coats of paint. Owner's choice of color. Make sure to follow manufacturer's installation instructions.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Aluminum Storm Door - Front Entry

EXTERIOR

Exterior

Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Electric Water Heater - Code Compliance

GENERAL REQUIREMENTS

Keeping the existing water heater, install an expansion tank, discharge tube to within 6" of floor or to outside of structure, and shut-off valve.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Gas Pack

### GENERAL REQUIREMENTS

Install combination AC/furnace unit, minimum 14 SEER design per manual J and Manual D for this home.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Exterminate Insects - Ants

### GENERAL REQUIREMENTS

Exterminate for ants. Include a one year warranty. All extermination shall be performed by a licensed contractor.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Exterminate Termites

### GENERAL REQUIREMENTS

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Combination CO / Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## All Contractor's Project Requirements

## GENERAL REQUIREMENTS

The contractor is responsible for all project requirements, including but not limited to:

All activities required by the City's COVID-19 Precautions for Residential Housing Rehabilitation Activities policy.

Obtaining all permits required. Said permits shall include all items in this scope of work.

Provide temporary toilet facilities from job start until the completion of work.

Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpsters and repair any evidence of the dumpster use.

Contractor may haul debris away daily using dump trailers or trucks.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## LED Screw Base Bulb Installation

## GENERAL REQUIREMENTS

Replace all existing screw base (A-Type) lamps throughout the house with LED screw based omnidirectional (A-Type) lamps. Contractor to field verify quantity needed.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Ceiling

## HALL

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Room Flat

## HALL

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

\*\*\*Price shall include painting the HALL side of ALL interior doors along the hallway.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Carpet & Pad

### HALL

Contractor to move furniture as required to complete carpet installation and return furniture. Remove existing carpet, pad, tack strips and metal edge strips to a code legal dump. Install 28oz or better low VOC carpet over 6 lb. rebond pad including new tack strips and metal edging. Owner's choice of color and style.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Cold Air Return Grill

### HALL

Replace grill with new capable of containing it's own filter.



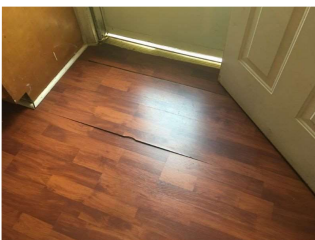
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Repair Existing Laminate Floor

### KITCHEN

Remove damaged laminate flooring in the kitchen, near the right side exit door, where it has been damaged from water. Re-install replacement laminate flooring to match existing.

\*\*\*If unable to match existing flooring, will cover whatever repair agreed upon by the Homeowner by a Change Order.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Light Fixture Replace

### KITCHEN

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, LED light fixture with shade and lamps.

\*\*\*Work includes removing existing fluorescent light fixture in the kitchen and replacing it with a new flush mount fixture in the kitchen, one in the dining area, and a task lighting fixture above kitchen sink for a total of (3) light fixtures.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Dishwasher

## KITCHEN

Install a 2-cycle dishwasher that is EnergyStar rated. Owner's choice of color.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Ceiling

## KITCHEN AND DINING ROOM

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

\*\*\*Work includes spot repairing popcorn ceiling finished where needed



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Ceiling

## LIVING ROOM

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Troubleshoot and Repair Electrical Circuit

## LIVING ROOM

Troubleshoot malfunctioning circuit, replace any defective or damaged wiring, devices, and equipment and restore the circuit to safe and proper operation per all requirements of the Electrical Code.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_